

DD/S&T #1494-63  
Date: 20 SEP 1963

**MEMORANDUM FOR: Assistant Director for Special Activities**  
**SUBJECT : Parking Violations**

1. During the past three weeks the Deputy Director (Science and Technology) has been notified by the Office of Security that personnel of the Office of Special Activities have committed four parking violations within the Headquarters compound. The attached memorandum reflects that three of these violations have been committed by one person.

2. In order to preclude further embarrassment to the Deputy Director, you are asked to take the steps necessary to prevent future violations on the part of this person.

[Redacted Signature]

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**Executive Officer**  
**Deputy Director**  
**(Science and Technology)**

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O/DD/S&T/[Redacted] mlf(25 Sep 63)  
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